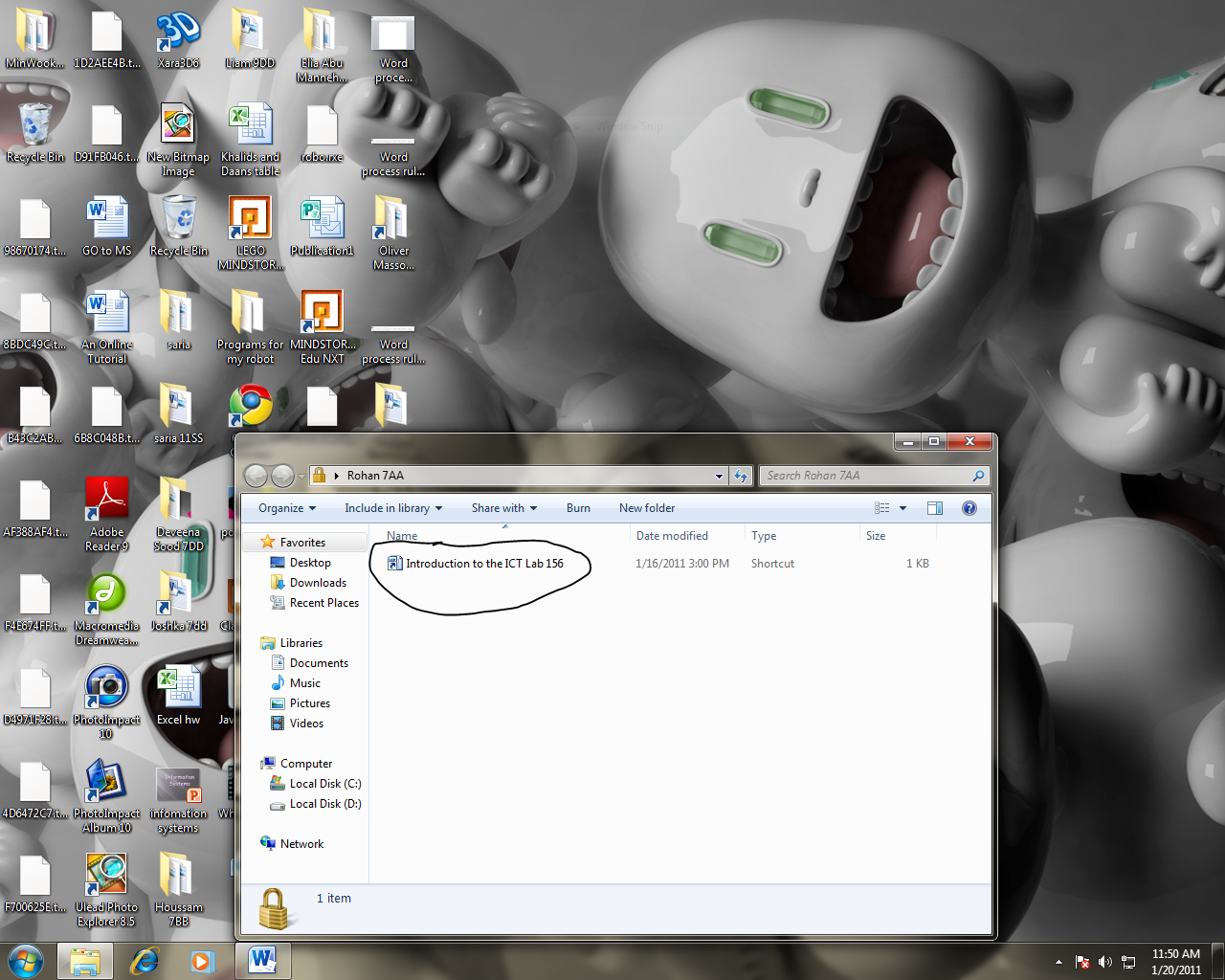
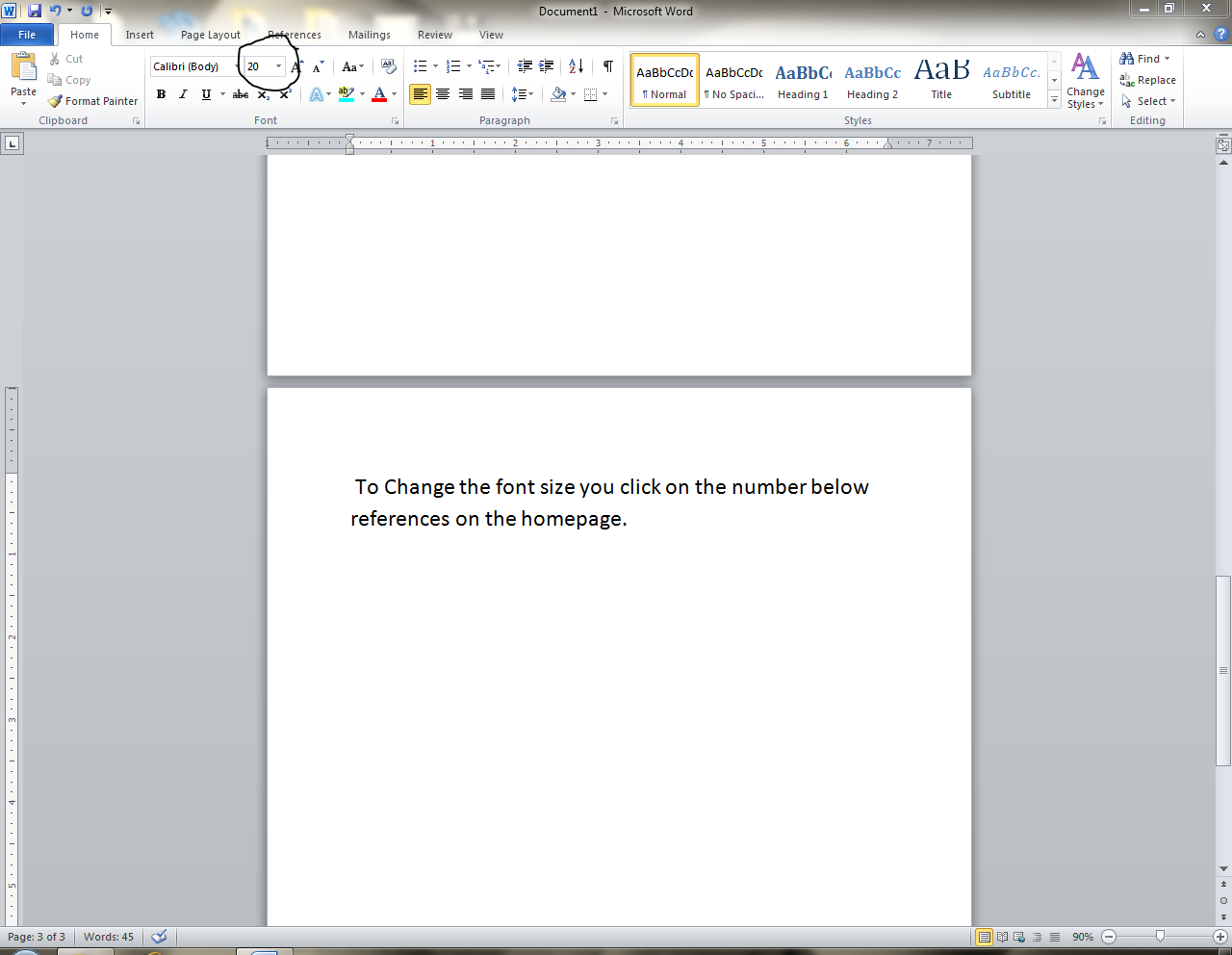
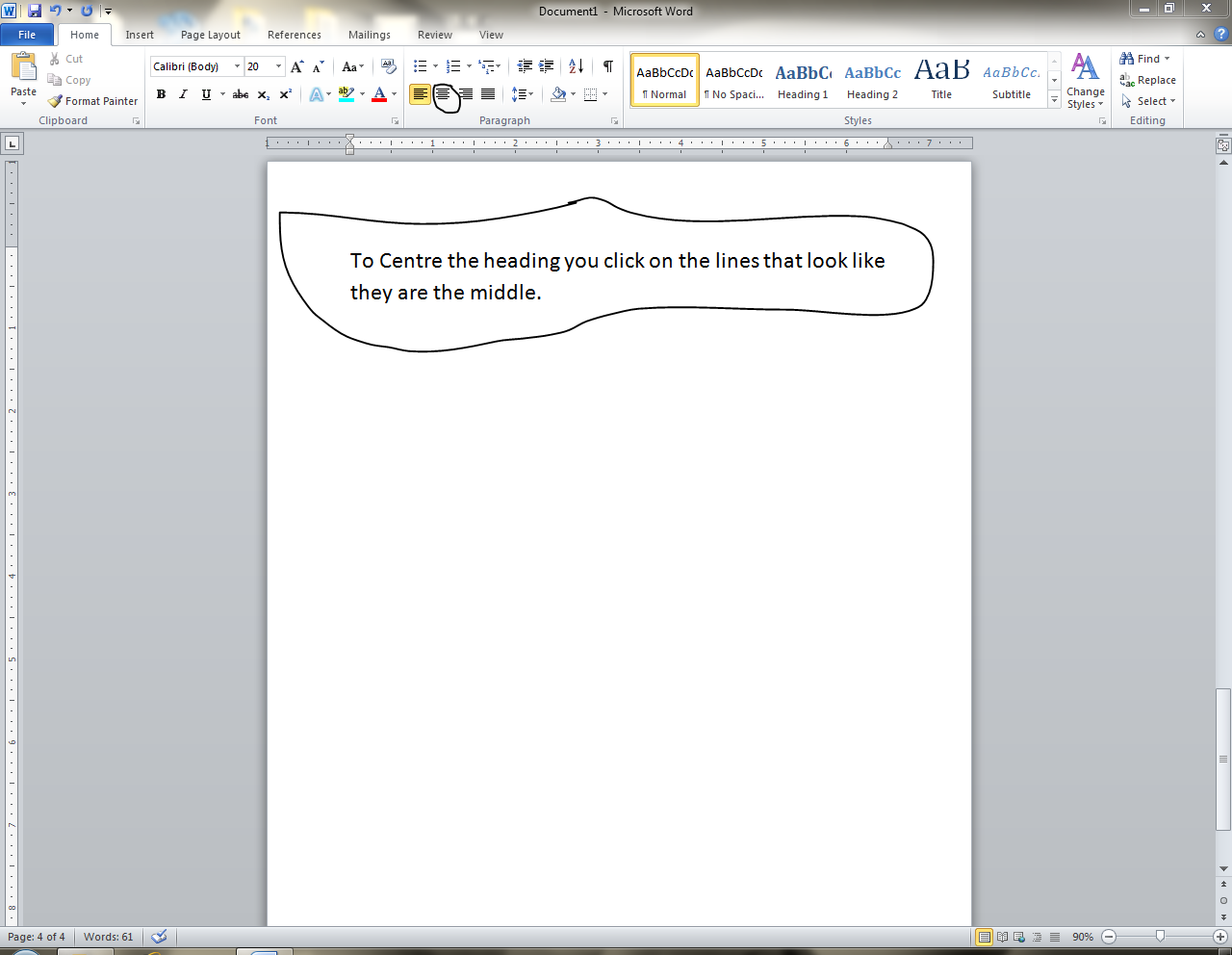
**How do i? (WORD processing)**

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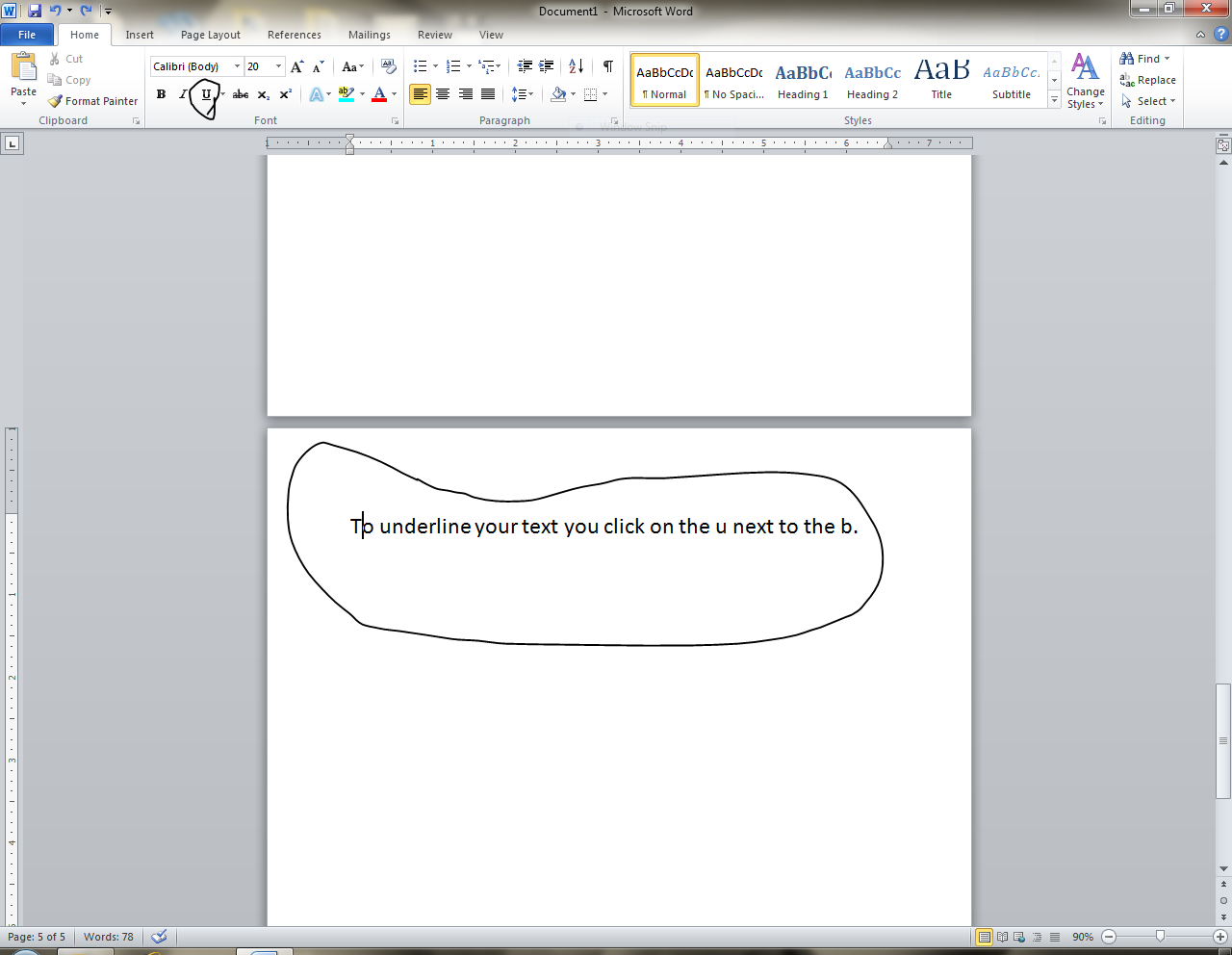
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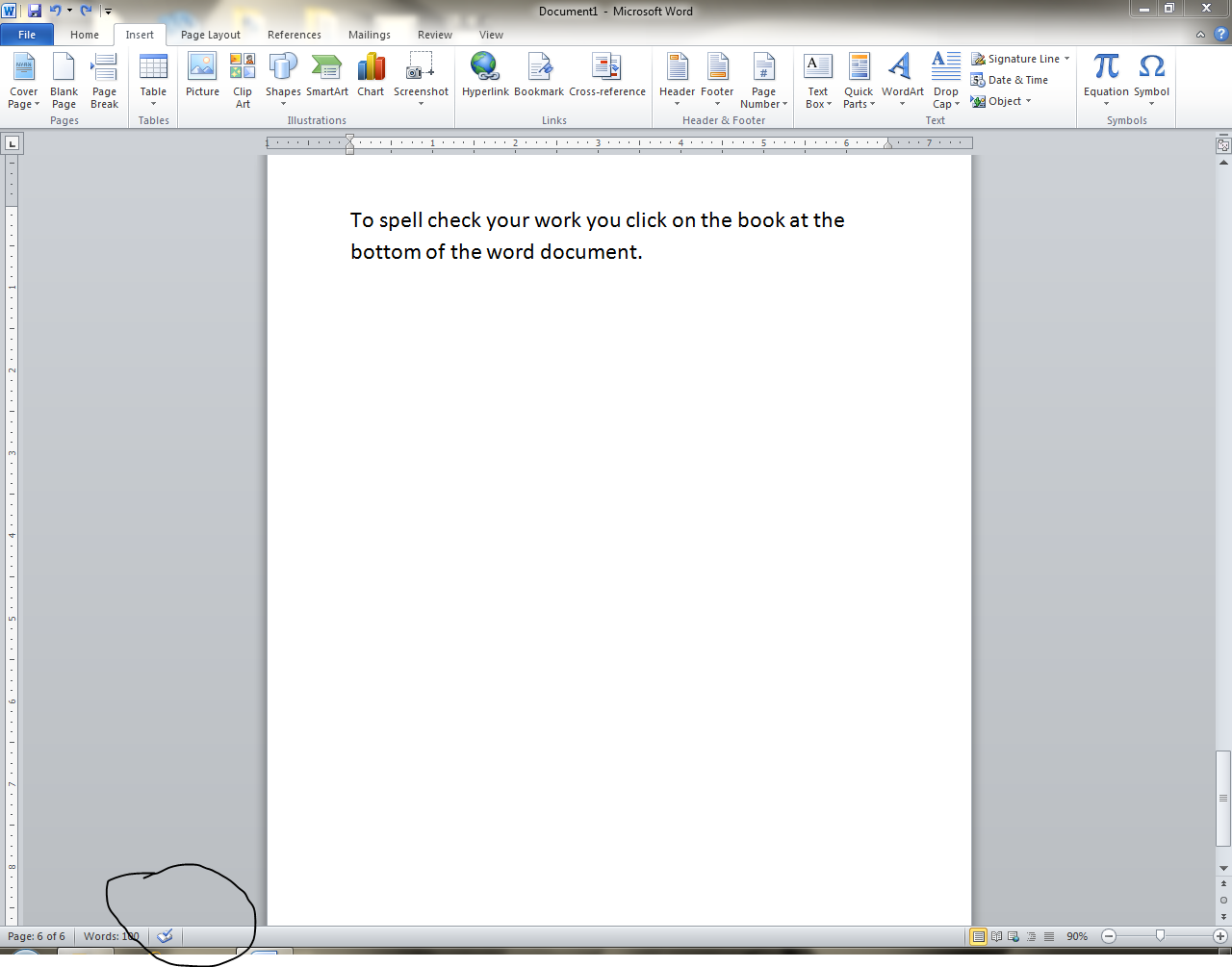
 To Change the font size you click on the number below references on the homepage.

To Centre the heading you click on the lines that look like they are the middle and select the heading.



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